

**Date:** [Insert Date]

**To:** [Owner/Resident Name or Vehicle Owner]

**Address/Unit:** [Insert Address or Vehicle Plate Number]

**SUBJECT: WARNING - FIRE LANE OBSTRUCTION**

Dear [Name/Resident],

It has been observed that your vehicle or property is currently obstructing a designated fire lane at the following location: [Specific Location/Address].

Fire lanes are established to ensure that emergency vehicles (fire trucks, ambulances, and police) have immediate and unobstructed access to the building in the event of an emergency. Parking or placing items in these zones creates a significant safety hazard and is a violation of local fire codes and property regulations.

**Required Action:**

Please remove the obstruction immediately. Failure to comply may result in the following actions:

- Issuance of a formal citation or fine.
- Towing of the vehicle at the owner's expense.
- Report filed with local fire marshals or law enforcement.

This is a formal warning. We request your immediate cooperation to ensure the safety of all residents and occupants. If you have already moved the obstruction, please disregard this notice.

If you have any questions, please contact the management office at [Phone Number].

Sincerely,

[Your Name/Signature]

[Title/Position]

[Organization/Property Management Name]